

**MINUTES OF THE GENERAL MEETING
OF THE BIGFORK COUNTY
WATER AND SEWER DISTRICT**

The General meeting of the Bigfork County Water and Sewer District was held on November 14, 2018 at the District office. President, Seth Price, presided.

ATTENDEES:

Directors: Lloyd Ross (via phone), Gene Helberg, Tom Cahill, Seth Price
District Employees: Julie Spencer, Mimi Wildeman,
Engineering: Jeff Cicon P.E. Morrison Maierle
Public: Tara Harbin, National Parks Reality

READ AND APPROVE MINUTES:

The minutes of the October 2018 General Board Meeting and November 2018 Special Board Meeting were reviewed for approval. Price called for discussion. Hearing none, a vote was called. Cahill made a motion to approve, Helberg seconded and it was unanimously

RESOLVED, That the Minutes for the October 2018 Board Meeting and November 2018 Special Board Meeting be approved as submitted.

Cahill made a motion to hear from the Public Comment before moving forward with other business, Helberg seconded and it was unanimously

RESOLVED, That the Public Comment before moving forward with other business be approved as submitted.

PUBLIC COMMENT

Harbin brought potential plans for Swan Springs Development Annexation, there was discussion in regards on the impact of the North Sewer RSID Bond, Cahill made a motion to send this to Construction Committee for further discussions and investigation on resolving, Ross seconded and it was unanimously

RESOLVED, That the Swan Spring Development Annexation sent to Construction Committee.

CONSENT AGENDA

Price asked for discussion hearing none Cahill made a motion to approve, Helberg seconded and it was unanimously.

RESOLVED, That the Consent Agenda be approved

OLD BUSINESS

Operations Report- Price asked if there was any discussion or questions regarding the report. Cahill asked about blower number 3 Spencer updated the board. Price asked for any more discussion, hearing none the report was complete. Cahill made a motion to approve the Operators Report, Helberg seconded and it was unanimously.

RESOLVED, That the Operators Report be approved as submitted

Engineering update, Jeff Cicon

Ramsfield #4 Task Order #34 Well and Electrical Improvements- Plans have been finalized and submitted to MDEQ for approval. After discussing the surge protection system with the electrician, it was determined that the entire facility has surge protection. In an effort to better understand recent electrical failures at the site, a letter has been submitted to Flathead Electric.

Water Tank & Transmission Line and Access Easement Task –Easement/ Land Acquisition: The construction Committee met with Land owner to discuss his previously sent letter outlining the terms of an easement and land acquisition. The owners are willing to sell the property necessary for the access road to the tank site. The District will get an appraisal of the property so a price can be negotiated.

Chapman Hill and Harbor Village PRV Replacement Project Task Order #35 –This project was developed following discussions at the October Board Meeting. It involves replacement of the Chapman Hill and Harbor Village PRV's, along with a new main extension to the Whispering Rock Subdivision. The goal of the project is to reduce the risk of depressurization during fire flows, improve fire flows, and improve system pressures in the Ridges and Whispering Rock Subdivisions.

Task Order #35 is attached for the Board's consideration. The task order includes survey, design, and submittal to MDEQ. Bidding, construction, and post construction services will be added as a contract amendment once the bidding and construction schedule are finalized. Cahill made a motion to Approve Task Order #35 and proceed with design, Helberg seconded and it was unanimously.

RESOLVED, That the Task Order #35 be approved to proceed with design

- *Blenn Street Services*, - Under Attorney Advisement

Wastewater System Improvements-

- *Task Order #33- Wastewater System PER and CIP-* Pending TSEP/RRGL staff ranking and legislative action news on grants is anticipated in the spring of 2019.

Montana Territory, LLC- No Engineering Update

Mayport Harbor Pumps- No digging will be done until spring 2019

County Transfer Station- No Update

NEW BUSINESS

Annexation Petition for Vista Drive - after discussion Price asked if there was anything else that needed discussed, hearing none. Cahill made a motion to approve the Annexation Petition, Ross seconded and it was unanimously.

RESOLVED, That the Annexation Petition for 128 Vista Drive be approved as submitted

Ranch Contract- after discussion Cahill made a motion to table the renewal of the contract until the December meeting, Helberg seconded and it was unanimously.

RESOLVED, That table the renewal of the contract until December 2018 Board meeting

Bigfork Chamber Member- after discussion Price stated that he will check into the membership and let the office know the results. Cahill, Ross and Helberg stated that they see no reason why we should not become members and told Spencer to make the decision.

Fire Department Flyer- after discussion Ross stated that we need to check into the price sharing of the printing and distribution. Wildeman will contact the Bigfork Fire Department and make a plan Cahill, Ross and Helberg stated that Spencer to make the decision.

Invoice Clarification- Spencer asked the Board for advisement on Invoices that were made from damaged meter pits on owners properties, after discussion was had the Board advised Spencer to apply charges to owners monthly Water and Sewer billing.

COMMITTEE REPORTS

Annexation, Main Extensions & Construction Helberg & Cahill

- *TSEP Planning Grant-* signed paperwork for reimbursement for submission
- *District Properties-* Update was given by Spencer, appraiser was sent all information
- *Storage Tank Easement* – Update was given in Engineers Report

District Investments Price & Ross

- *Purchase of Additional CD Investment* – Spencer and Committee met and reinvested back to two year CDs and will open an account for short term capital improvement projects.

Employee Insurance, Compensation & Certification & Safety Helberg & Keenan

- *Districts Health Insurance Renewal Options* Spencer updated the Board on the cost and additional options, Cahill made a motion to approve the Insurance Benefits with the additional Eye Plan that will be paid by the employee's, Helberg seconded and it was unanimously.

RESOLVED, That the Insurance Benefits with the additional Eye Plan that will be paid by the employee's

- *Health Insurance Resolution 90* this resolution is for clarification of Resolution 83 for the Accounting Firm, Cahill made a motion for approval of the Resolution 90, Ross seconded and it was unanimously.

RESOLVED, That the Resolution 90 is approved

Pretreatment Regulations Cahill & Price

- Tour was completed

Budget & Rate Structure Helberg & Ross

- *2000 Sonoma Surplus* Cahill made a motion to surplus the truck, Helberg seconded and it was unanimously. The Board directed Spencer to start looking for a new truck with a tool side box as replacement.

RESOLVED, That the 2000 Sonoma to be surplus approved

Rules & Regulations *Cahill & Price*

- No Update

Farmland..... *Helberg, Cahill*

- No Update

COMMUNICATIONS

Flathead County Public Health Septic Division- Spencer is to set up an appointment with Health Department Board
District Court Schedule

ADJOURNMENT

Price called for a motion to adjourn. Cahill moved, Ross seconded and it was unanimously
RESOLVED that the public meeting be adjourned at 8:20 p.m.

Secretary, Mimi Wildeman

Minutes approved by:

President Seth Price